

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners **DATE:** June 15, 2020

FROM: Douglas R. Gonzales, City Attorney

SUBJECT: Proposed Blanket Purchase Order with Enterprise FM Trust for an open-end equity lease of vehicles for the code compliance division

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Dept. of Public Works/Development Services-Code Compliance Division
- 2) Type of Agreement – Blanket Purchase Order (**NOTE: The terms and conditions outlined in the Sourcewell Contract will govern over the City's Blanket Purchase Order Terms and Conditions**).
- 3) Method of Procurement (RFP, bid, etc.) – **Piggyback. Sourcewell Contract No. 060618-EFM** Section 38.40(C)(5) of the City's Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.
- 4) Term of Contract:
 - a) initial – two seven month lease cycles.
 - b) renewals (if any) – two additional one year periods.
 - c) who exercises option to renew – n/a.
- 5) Contract Amount – In the amount of \$123,716.88.
- 6) Termination Rights – for cause only.
- 7) Indemnity/Insurance Requirements – City will indemnify Enterprise from losses caused by City's breach of the agreement or any damage, loss, theft or destruction of vehicles.

- 8) Scope of Services – Pursuant to the open end equity lease, Enterprise will lease for two seven month lease cycles with 18 vehicles being provided to the City during the first seven month lease cycle, and at the end of the first seven month lease term, the first 18 vehicles will be returned and replaced with 18 new vehicles for the second seven month lease term.
- 9) Other Significant Provisions: none
- cc: Dr. Wazir Ishmael, City Manager